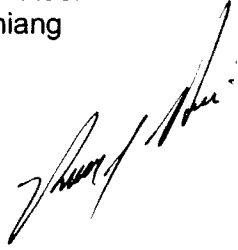


Memorandum

To : Honorable Betty T. Yee, Chairwoman
Honorable Judy Chu, Ph.D., Vice Chair
Honorable Bill Leonard
Honorable Michelle Steel
Honorable John Chiang

Date : February 14, 2007

From : Ramon J. Hirsig
Executive Director



Subject : **FISCAL YEAR 2006-2007 SUPERIOR ACCOMPLISHMENT AWARD PROGRAM
FEBRUARY 27, 2007 ADMINISTRATIVE CONSENT AGENDA ITEM**

I am pleased to recommend for your approval the Board of Equalization's (BOE's) nominees for the Sustained Superior Accomplishment and Superior Accomplishment Awards. These two awards comprise the Superior Accomplishment Award Program as identified in the State Administrative Manual (SAM) and governed by the Department of Personnel Administration (DPA) Merit Award Program regulations. The nominations are summarized below:

- **Thirty Sustained Superior Accomplishment Awards** for a total of 37 employees – 29 Individual Sustained Superior Accomplishment Awards and one Group Sustained Superior Accomplishment Award with eight members. The Sustained Superior Accomplishment Awards are presented to individual employees or groups of employees for exceptional job performance sustained over a two-year period. Under the DPA regulations for Sustained Superior Accomplishment Awards, the BOE is authorized to honor no more than one employee or one group of employees out of every 100 employees. Each award is a framed certificate and \$250 per person.
- **Eight Superior Accomplishment Awards** for a total of 119 employees – five Individual Superior Accomplishment Awards and three Group Superior Accomplishment Awards. The groups have 4, 16, and 94 members respectively. The Superior Accomplishment Awards are given for an act by an individual employee or group of employees that makes a significant contribution to the efficiency or economy of state government and which is clearly beyond ordinary job expectations. Under the DPA regulations for Superior Accomplishment Awards, there is no limit to the number of nominations allowed as there is for the Sustained Superior Accomplishment Awards. Each award is an engraved plaque and \$250 per person.

The Board is the final approval authority for the BOE Superior Accomplishment Award Program. A Nominations Review Committee comprised of the Department Heads has reviewed the 38 nominations and recommends your approval. Attachment 1 lists the allowed and actual allocations by program area for the Sustained Superior Accomplishment Awards. Attachment 2 provides you with the employees' names and classifications as of the date they qualified for the award for both the Sustained Superior Accomplishment Awards and the Superior Accomplishment Awards. The documents that support the nominations are available for your review, upon request, from Barbara Dingley, (916) 323-0990 (Calnet 8-473-0990), the BOE Merit Award Administrator.

We will notify you when a schedule has been developed for the presentation of the awards. We look forward to introducing you to these outstanding employees.

RJH:kec

Attachments

cc: Executive Team
Mr. Kenneth Topper